

Constitution

Of



The Landing

Est. 2017

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NOTE: THIS DOCUMENT CONTAINS SECTIONS APPROVED AS OF 03/28/2021

- ***The Table of Contents includes sections yet to be developed; future versions may or may not include each topic listed.***
- ***Some numbering is non-sequential in preparation for future sections.***

PREAMBLE (APPROVED 12/17/2017)

We the members of The Landing, in order to extol the greatness of God; to reach men, women and children for our Lord Jesus Christ in Proctor, the surrounding area and to the ends of the earth; to help believers grow in Christian maturity; and to equip believers for the work of the ministry, establish this Constitution for The Landing to which we agree and voluntarily submit and bind ourselves.

ARTICLE 1. NAME (APPROVED 12/17/2017)

This organization shall be known as **The Landing** by which name it was incorporated as a religious non-profit corporation under and pursuant to the Minnesota Statutes and was incorporated in the State of Minnesota August 8, 2017. This church shall be affiliated with Converge North Central and Converge Worldwide.

The Landing (hereinafter "Church") is organized exclusively for charitable, religious, and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (or the corresponding provision of any future United States Revenue Law.)

ARTICLE 2. STATEMENT OF FAITH (APPROVED 12/17/2017)**1. The Word of God**

We believe that the Bible is the Word of God, fully inspired and without error in the original manuscripts, written under the inspiration of the Holy Spirit, and that it has supreme authority in all matters of faith and conduct.

2. The Trinity

We believe that there is one living and true God, eternally existing in three persons, that these are equal in every divine perfection, and that they execute distinct but harmonious offices in the work of creation, providence and redemption.

3. God the Father

We believe in God, the Father, an infinite, personal spirit, perfect in holiness, wisdom, power and love. We believe that He concerns Himself mercifully in the affairs of all people, that He hears and answers prayer, and that He saves from sin and death all who come to Him through Jesus Christ.

4. Jesus Christ

We believe in Jesus Christ, God's only begotten Son, conceived by the Holy Spirit.

We believe in His virgin birth, sinless life, miracles and teachings. We believe in His substitutionary atoning death, bodily resurrection, ascension into heaven, perpetual intercession for His people, and personal visible return to earth.

5. The Holy Spirit

We believe in the Holy Spirit who came forth from the Father and Son to convict the world of sin, righteousness, and judgment, and to regenerate, sanctify, and empower all who believe in Jesus Christ. We believe that the Holy Spirit indwells every believer in Christ, and that He is an abiding helper, teacher and guide.

6. Regeneration

We believe that all people are sinners by nature and by choice and are, therefore, under condemnation. We believe that those who repent of their sins and trust in Jesus Christ as Savior are regenerated by the Holy Spirit.

7. The Church

We believe in the universal church; a living spiritual body of which Christ is the head and all regenerated persons are members. We believe in the local church, consisting of a company of believers in Jesus Christ, baptized on a credible profession of faith, and associated for worship, work and fellowship. We believe that God has laid upon the members of the local church the primary task of giving the gospel of Jesus Christ to a lost world.

8. Christian Conduct

We believe that Christians should live for the glory of God and the well-being of others; that their conduct should be blameless before the world; that they should be faithful stewards of their possessions; and that they should seek to realize for themselves and others the full stature of maturity in Christ.

9. The Ordinances

We believe that the Lord Jesus Christ has committed two ordinances to the local church: baptism and the Lord's Supper. We believe that Christian baptism is the immersion of a believer in water into the name of the triune God. We believe that the Lord's Supper was instituted by Christ for commemoration of His death. We believe that these two ordinances should be observed and administered until the return of the Lord Jesus Christ.

10. Religious Liberty

We believe that every human being has direct relations with God, and is responsible to God alone in all matters of faith; that each church is independent and must be free from interference by any ecclesiastical or political authority; that therefore

Church and State must be kept separate as having different functions, each fulfilling its duties free from dictation or patronage of the other.

11. Church Cooperation

We believe that local churches can best promote the cause of Jesus Christ by cooperating with one another in a denominational organization. Such an organization, whether it is the Conference or a district conference, exists and functions by the will of the churches. Cooperation in a conference is voluntary and may be terminated at any time. Churches may likewise cooperate with interdenominational fellowships on a voluntary independent basis.

12. The Last Things

We believe in the personal and visible return of the Lord Jesus Christ to earth and the establishment of His kingdom. We believe in the resurrection of the body, the final judgment, the eternal felicity of the righteous, and the endless suffering of the wicked.

ARTICLE 3. PURPOSE (APPROVED 12/17/2017)

This church exists by the grace of God, for the glory of God, which shall be the ultimate purpose in all its activities.

This church glorifies God by exalting Jesus Christ through our worship, by loving Jesus Christ through our commitment, and by becoming like Jesus Christ through our service. Embedded in this is worship,

- Making disciples, equipping the saints in Bible instruction and study;
- Proclaiming the gospel of Jesus Christ through preaching and personal evangelism and other means consistent with the teachings of the Holy Spirit;
- Encouraging, supporting and participating in mission work, local, domestic, and international;
- Administering the ordinances of baptism and communion; Encouraging Biblical fellowship among believers;
- Serving other individuals, families and churches by providing for physical, emotional, and spiritual needs, in the name of Jesus Christ, and,
- Calling fellow churches to biblical faithfulness and purity through instruction and encouragement about the nature of the local church.

ARTICLE 4. CHRISTIAN LIVING AND MATTERS OF BIBLICAL ETHICS

Section A. The Landing Covenant (APPROVED 12/17/2017)

Having been led by the Holy Spirit to receive Jesus Christ as Savior and to confess Him as Lord, and on confession of this faith having been baptized in the name of the Father, Son and Holy Spirit, we do now, in the presence of God and this assembly, most solemnly and joyfully covenant with one another as one body in Christ, to lead lives worthy of the Lord and fully pleasing to Him.

By the Holy Spirit's aid and power:

We promise to work and pray faithfully for the advancement of this church in Biblical knowledge, wisdom and holiness.

We promise to regularly attend worship, participate in the ordinances, and abide by the doctrines of this church.

We promise to walk together in Christian love and continually seek the peace and unity of this church.

We promise to forsake the ways of sin and to walk in the paths of righteousness. We promise to maintain our relationship with God by faithfully praying and spending time in His Word. We promise to faithfully apply the principles of God's Word to our lives.

We promise to be faithful stewards of our time, talents and money according to the measure God has given, so that the work of this local church and its responsibility in fulfilling the Great Commission shall be faithfully and effectively carried out.

We promise to faithfully teach the Bible to our children as we lead them toward a personal relationship with Jesus Christ. We promise to pray for and seek the salvation of family, friends, acquaintances and associates.

We promise to be trustworthy and just in our communication and transactions. We promise to be exemplary in our behavior, avoiding unkind words and unrighteous anger. We promise to abstain from those things that would defile our bodies which are the temple of the Holy Spirit.

We promise to pray for each other and to help each other in sickness and distress. We promise to be sympathetic in our feelings and speech.

We promise to give and receive admonition with meekness and affection. We promise to be slow to take offense and always ready for reconciliation, seeking it without delay, as we encourage one another in the blessed hope of our Lord's return.

We promise to honor, esteem and love our elders and pastors. We promise to pray fervently and regularly for them as they exercise their spiritual office and to demonstrate a tender regard for their reputations.

We promise that when we move from this place, we shall unite with some local church as soon as possible to carry out the spirit of this covenant and the principles of the Word of God.

Section B. Matters of Biblical Ethics and Life Together (APPROVED 03/28/2021)

We believe that the Bible enjoins humankind of God's instructions on how those who follow Him are to live in every area of life. Every man and woman that serves in a position of leadership within the Church, including teaching and caring for others, whether in a paid or volunteer status, shall affirm their agreement with such matters of Biblical Ethics as presented in the Bible, including those addressed in this constitution.

1. Human Sexuality (APPROVED 03/28/2021)

We joyfully affirm that God created the human race male and female, both fully bearing his image. Men and woman are complementary by divine design, yet equal in personhood and worth. So, any attempt to alter or abrogate God's innate and good design for the two sexes is sinful and therefore sorrowful.

2. Marriage (APPROVED 03/28/2021)

We affirm that God has designed marriage to be a covenantal, sexual, procreative, lifelong union of one man and one woman, as husband and wife, and is meant to reflect the covenant of love between Christ and his bride the church.

3. Conflict Resolution (APPROVED 03/28/2021)

We will use biblically based peacemaking principles to resolve disputes within the church and, to the extent God manifests His mercy and grace, between the church or members of the church and those outside the church, whether Christian or non-Christian and whether individuals or corporate entities.

ARTICLE 5. MEMBERSHIP (APPROVED 12/17/2017)

Persons confessing faith in Jesus Christ as personal Savior and Lord of life, giving evidence of regeneration, being baptized by immersion, accepting the Statement of Faith held by this church and being duly received by the members, shall constitute the membership.

Section A. Definition

Applicants who meet the requirements for membership as stated in this article of the Constitution, and who agree to accept and abide by the Constitution and Bylaws of this church shall qualify for church membership. Two categories shall comprise church membership:

MEMBERS: Members are those who fulfill the responsibilities and duties of membership as defined in Section C below. It is understood that members unable to fulfill the responsibilities and duties of membership due to physical limitations, maintain their membership status through regular contact with the church.

NON-VOTING MEMBERS: Non-voting members are non-resident members such as seasonal residents, college students, military members and missionaries. Members of The Landing will be moved to Non-Voting Member status if they are away from the geographical area for a prolonged period (e.g., school, military, etc.) but have the intention of returning to The Landing.

Section B. Admission to Membership

1. Inquiries about church membership shall be directed to a Pastor or an Elder.
2. The Elders shall affirm by personal interview the faith and spiritual life of each applicant. Applicants who meet the requirements for membership as stated in this article (Article 5 of the Constitution) and who agree to accept and abide by the Constitution and Bylaws of this church may be recommended for membership at a regular or special

member's meeting.

3. Applicants unfamiliar with the history, doctrine and practices of this church shall attend membership classes conducted by a Pastor(s) and / or an Elder(s).

4. A copy of this Constitution and Bylaws shall be made available by the Elders to all candidates for membership.

5. Members of The Landing shall be notified in writing of the candidates for membership at least two (2) weeks prior to a regular or special member's meeting at which the recommendations for church membership shall be voted on.

6. New church members shall be received and welcomed into the fellowship of the church body at a designated worship service.

Section C. Membership Responsibilities and Duties

Certain responsibilities and duties come with the privilege of membership. As they are enabled by God, church members shall:

1. Pray regularly for other church members, pastors, elders, and ministry staff
2. Be supportive of all ministries of the church
3. Regularly attend worship services and member's meetings of the church
4. Use their spiritual gifts to minister within the Body of Christ
5. Refrain from propagating any scriptural interpretation which differs from doctrines set forth in the Statement of Faith of this church
6. Give of their tithes and offerings to support the work of this church
7. Keep the church office informed of their current permanent address and contact information

Section D. Removal from Membership

1. **Withdrawal from Church Membership.** Members in good standing who are not under discipline or in the disciplinary process may make a written request for either of the following to the Church.

- a. **Transfer of Membership.** A letter of transfer to a church of like faith shall be granted upon request. The letter of request should include complete information as to the name and address of the church with which the member wishes to be affiliated with. Letters of transfer will be sent as requested.

- b. Request for termination. Request for termination of membership may be made in writing to the Church. The letter should include the reason for termination.

2. Removal from Church Membership. If a member neglects the responsibilities and duties of membership, the Elders shall make inquiry concerning the reason for this neglect to nurture a renewal of interest and bring about full and complete restoration of fellowship. Members who show no interest and who give no response to letters or other inquiry from the Elders shall cease to be carried on church membership rolls by action of the Membership upon recommendation of the Elders. The Elders shall have final authority to determine failure to meet qualifications for membership.

3. Dismissal from Church Membership. Dismissal from church membership and church offices can only occur upon submission of a written complaint by at least two (2) witnesses to the Elders, with subsequent investigation and recommendation by the Elders to the church membership. The Elders shall have final authority to determine failure to meet qualifications for membership. Dismissal from church membership shall be confirmed with an affirmative simple majority written vote of church members present at a regular or special member's meeting. Should the dismissed member repent, re-application for membership shall be considered in agreement with Article 8, Church Discipline.

ARTICLE 6. CHURCH GOVERNANCE

Section A. General Provisions Regarding Church Officers and Governance

(APPROVED 12/17/2017)

1. **Authority.** Under the authority of Jesus Christ and the Word of God, the Congregation of the Church is the final authority within this local Church. This authority is normally exercised through the election of officers to govern the Church. The officers of the Church shall be Elders and Deacons who shall be subject to the authority of Scripture. All officers of the Church shall be members in good and regular standing. The purpose of the officers of the Church is to lovingly govern, care for, and equip the membership to do the work of the ministry. All their decisions must be tested and weighed against the Word of God. At no point in the New

Testament could the authority of the Elders supersede the authority of the Apostles or the Apostolic Testimony that was preserved in Holy Scripture (2 Peter 1:19-21).

2. **Leadership.** We believe that God has ordained that primary leadership of a church resides with male elders who meet the qualifications prescribed by Scripture (1 Timothy 3:1-7). We believe that pastoral staff and senior administrative staff must meet the same qualifications. We gladly submit to the leaders of the Church and esteem them highly for the sake of their work. (1 Thessalonians 5:12-13; Hebrews 13:17)

We believe that women may serve as administrative and / or ministry team leaders, Deaconesses, and in the teaching of women and children. Women may also serve in other capacities as directed by the Elders, subject to the terms of this Constitution, and in accordance with Scripture. (Romans 16:1-5; 1 Corinthians 11:1-3; 1 Timothy 2:9-15)

The leadership of the Church shall be vested in the Elders who shall exercise authority of general oversight and direction under the authority of the church membership. The Elders are specifically responsible for governing the Church, teaching the Word and tending the flock God has assembled as this Church. Scripture teaches us that all Christians may enter directly into God's presence through the blood of Jesus; therefore, all believers are "priests" (1 Peter 2:5,9; Rev. 5:10). This "priesthood of believers" may limit the authority of the Elders in some instances (e.g., Church discipline, Matt. 18:15-20).

3. Indemnification

- a. **Mandatory Indemnification.** If a legal claim or criminal allegation is made against a person because he or she is or was an officer, employee, or agent of the church, the church shall provide indemnification against liability and costs incurred in defending against the claim if the elders determine that the person acted (a) in good faith, (b) with the care an ordinarily prudent person in a similar position would exercise under similar circumstances, and (c) in a manner the person reasonably believed to be in the best interest of the church, and the person had no reasonable cause to believe his or her conduct was unlawful.

- b. **Permissive Indemnification.** At the discretion of the elders, the church also may indemnify any person who acted in good faith and reasonably believed that his or her conduct was in the church's best interest and not unlawful.
- c. **Procedure.** If a quorum of the elders is not available for an indemnification determination because of the number of elders seeking indemnification, the requisite determination may be made by the membership or by special legal counsel appointed by the membership.

Section B. Members (APPROVED 12/17/2017)

The vote of the membership of this Church at a properly called member's meeting, as provided in the By- Laws, shall be required to affect the following actions:

- a. Accept members into the Church; drop members from the Church roll;
- b. Elect officers of the Church;
- c. Discipline members by dismissing them and discipline officers by removing them from office;
- d. Approve annual budgets of the Church, authorize any expenditure of the funds of the Church when such expenditure is not covered by an approved budget or explicitly addressed elsewhere, and approve any transactions regarding real property;
- e. Accept, reject, or otherwise dispose of any matter submitted to the membership of the Church by the Pastor-Elders;
- f. Adopt, amend, or repeal the Constitution or By-Laws of this church;
- g. Approve the call, job description and initial salary and when necessary, the termination of the Lead Pastor.
- h. Approve the call of an Elder.

Section C. Elders (APPROVED 12/17/2017; AMENDED 03/28/2021)

1. Composition and Term

Composition. The Elders shall be composed of men only. There will be a plurality of Elders with such number determined by the needs of the ministry and by the call and qualification of men in the church.

Term. Notwithstanding that the call on of an Elder is lifelong, the membership shall affirm and reaffirm the call of an Elder in five-year terms. After serving for five full years the membership shall reaffirm the call of the Elder for another five-year period. After the third five-year period the Elder shall have the title of Elder Emeritus conferred upon him and will serve as determined best by the Eldership but in a non-voting capacity.

2. Calling of an Elder.

The call of an Elder shall occur in this manner:

- The Elders shall provide for individual members of the Church either to nominate men who meet the biblical qualifications of an elder as candidates or to present themselves to the Elders as candidates for office of Elder. In no instances shall any individual be considered a nominee or candidate for the office without the nominee's consent
- The Elders will prayerfully investigate the man presented to determine if the man meets the biblical qualifications of an elder. In those cases where the Elders conclude that the man presented is not qualified for the office they shall so inform the nominee stating the reasons for this conclusion.
- The Elders may present a ballot of candidates for calling as Elders to the membership at any Member's Meeting
- The membership of the Church shall be provided the opportunity to examine the Elder candidate prior to a vote related to the calling of the Elder.
- Each Elder shall be called by the membership of the Church. The membership shall call Elders (1) by written ballot upon recommendation of the Elders and (2) by at least a three-fourths majority of those members voting at the meeting with at least thirty percent (30%) of the membership of the Church present.

Vocational Lead Pastor as an Elder. Based on his call to the position of Lead Pastor, such man shall have met the biblical qualifications of an elder and will serve as an Elder. Notwithstanding Section C, 1, the Lead Pastor shall not be constrained in length of service as a voting elder. Only the Lead Pastor shall serve as an Elder by virtue of his paid church staff position. Other paid church staff member(s) who meet the qualifications of an elder may be recognized, called and installed as an elder in the same manner as other potential elder candidate within the Body.

3. Qualifications

Elders and candidates for the office of Elder shall be qualified for the office as specified in the Bible. (I Timothy 3:1-7, Titus 1:6-9 and I Peter 5:1-4)

4. Authority and Responsibilities

By New Testament example, Elders have substantial, but not unlimited authority (see Article 6, Section A). The fundamental responsibility of the Elders is to devote themselves to prayer and the Word. The Elders are responsible for governing the Church, teaching the Word and tending the flock of God in this Church. The responsibilities of the Elders shall include:

- Provide the spiritual oversight of the Church (1 Peter 5:1–5) in prayerful and humble reliance on Scripture and the leading of the Holy Spirit, seeking to maintain the highest spiritual welfare of the Church. Consistent with this responsibility, the Elders have the final authority for the interpretation of Scripture and this Constitution and for matters related to the spiritual health and direction of the Church.
- Pray over and anoint the sick (James 5:14).
- Provide and oversee pastoral care ministry of members.
- Designate a temporary replacement for the Lead Pastor in the event of his resignation, incapacity, being relieved of duty, or termination.
- Authorize those preaching or teaching in any ministry of the Church.
- Select, call, hire, oversee, and, if they find it necessary, terminate ministry staff including any Staff Member (other than the Lead Pastor).
- Seek out, select, and employ an Interim Pastor as needed, keeping the membership informed of the steps being accomplished throughout the effort.
- Establish and oversee a Search Committee to identify qualified candidates for Lead Pastor.
- Serve as the fiduciary agents of the Church and exercise the authority to spend up to 2% of the annual Church budget for non-budgeted needs of the Church.
- Develop and recommend an annual budget for the coming fiscal year to the membership, and formulate, if deemed necessary, financial plans affecting future years. Development of a budget may be delegated to an appropriate ministry team.
- Perform the responsibilities for Church discipline assigned to the Elders.
- Establish and determine the appropriate oversight of ministry teams.
- Establish training requirements for new members, examine and recommend new member candidates for membership to the Church membership for their consideration and vote.

- Grant, oversee, or rescind ordination, licensing, or commissioning for ministry as provided in Article 7.
- Review and, if appropriate, approve general policies recommended by officers and ministry teams.
- Provide direct oversight of the Deacons and Ministry Teams.

The Elders shall be equal in authority but may be specialized in function. Generally, the Lead Pastor will serve as the leader of the Eldership and will serve alongside the other Elders in a manner that demonstrates equality amongst the members of the Eldership.

5. Meetings

The Elders must meet at least once per quarter. Meetings of the Elders may be held at any location and may be conducted by means of electronic communication through which the Elders may simultaneously hear each other. Unless the Elders provide otherwise, meetings of the Elders may be held as soon as agreed upon by a majority of the Elders upon notice. A quorum for meetings of the Elders is defined as at least one-half of the Elders.

The Elders shall annually select a Chairman and Vice-Chairman to provide effective administration of the Elder meetings and fulfill officer signing responsibilities. The Elders shall organize themselves as they determine best to achieve the mission of the Church.

The vocational pastor serving as an Elder may assist in deliberations and provide input into decisions but will not vote on salary matters.

6. Resignation or Termination

Resignation. An Elder may resign at any time. The Elder will present his notice of resignation to the Eldership after which it will be presented to the membership at the next member's meeting.

Removal by Eldership. An elder may be removed from the Eldership upon the decision of three-fourths (75%) or more of the other Elders. No action is needed by the membership nor will any membership action affect or change this decision. The Eldership will present notice of such removal to the membership at the next member's meeting.

Removal for Grievance. Where a grievance exists against an Elder either due to his preaching or teaching contrary to the beliefs of the Church, such grievance may be brought before the Elders by any two members in good standing. If the Elders, after thorough investigation and consideration, believes the grievance to be true and substantial, then the call of the Elder may be terminated in accordance with the previous section on “Removal by Eldership.” The Elders shall have final authority to determine removal of an elder (other than the Lead Pastor).

For any grievances against an elder, other than his preaching or teaching, provisions of Church Discipline (Article 8) will be applied as with any other member of the church.

7. Sabbaticals

After six years of ministry, Elders will be given a two to three-month sabbatical (or longer if necessary as determined by the Eldership). This is not to be counted or assessed as vacation time for a vocational Pastor serving as an Elder. This will enable the Elders to (1) evaluate their ministries, (2) strengthen any weak areas in their lives, and (3) have some time of renewal. As far as practical, the Elders should coordinate their sabbaticals, so ministry of the church is not hindered.

Section E. Deacons (APPROVED 03/28/2021)

1. Composition and Term

Composition. The Deacons shall be composed of women and men. The number of Deacons shall be consistent with the number the Lord Jesus Christ raises up through the power of the Holy Spirit and as needed to accomplish the ministry God sets before us. These members shall be received as gifts of Jesus Christ to His Church.

Term. Recognizing that God through his Holy Spirit equips and raises up those fit for service as a Deacon, there will be no specific term associated with the calling of a Deacon. The church membership shall annually affirm those serving as Deacons in a manner consistent with the initial calling of a Deacon.

2. Qualifications

Deacons and candidates for the office of Deacon shall be qualified for the office as specified in the Bible (I Timothy 3:8-13, Acts 6:1-7) and be members of the church.

3. Calling and Appointment

The call and appointment of a Deacon shall occur in this manner:

- The Elders shall provide for individual members of the Church (1) to nominate women and men who meet the biblical qualifications of a Deacon as candidates, (2) to present themselves to the Elders as candidates for office of Deacon, or (3) to be recognized by the Elders as Deacons by virtue of their qualifications and service to the Body. In no instances shall any individual be considered a nominee or candidate for the office without the nominee's consent.
- The Elders will prayerfully investigate the woman or man presented to determine if the individual meets the biblical qualifications of a Deacon. In those cases where the Elders conclude that the individual presented is not qualified for the office they shall so inform the nominee stating the reasons for this conclusion.
- The Elders will recommend and present a ballot of candidates for calling of Deacons to the membership at the Annual Member's Meeting or at a Special Member's Meeting.
- The membership of the Church shall be provided with the names of the individuals being presented as Deacon candidates prior to the annual or special member's meeting with ample time, as determined by the Elders, to review the list of candidates, prayerfully consider the candidates and to seek answers to questions they may have about any candidate.
- The membership of the Church shall call Deacons to office by a vote on the slate of Deacon candidates presented by the Elders. Approval shall be by at least a fifty percent (50%) majority of those voting at the meeting which will have a recognized quorum. A written ballot may be requested by the membership.
- The membership shall reaffirm those called to the office of Deacon on an annual basis in a manner consistent with initial calling of a Deacon, as in 2(e) of this section.

4. Authority and Responsibilities

Deacons shall serve closely with and assist the elders in the shepherding and caring for the spiritual and physical needs of the church members, by providing Christ-emulating servant leadership in areas of ministry for which they are gifted and for which the church has need of as determined by the Elders.

5. Meetings

Deacons will meet with an Elder or Elders as needed to establish the framework for the ministry the Deacon is providing servant-leadership to. Deacons, along with the elder(s) noted, will meet from time to time, with the entire ministry team the Deacon is providing leadership to for the purpose of establishing and assuring effectiveness of ministry for which the team is responsible. In addition, from time to time, Deacons may be requested to join with other deacons for an elder led time of prayer, worship, coordination of ministries or other purposes deemed appropriate, and as called by the Elder(s).

6. Resignation or Termination

Deacons will cease to serve in the role of a deacon

- a) When the individual's church membership ends,
- b) Should the membership fail to reaffirm the Deacon's call to office,
- c) After the individual Deacon, in consultation with the Elders, determines or agrees it is appropriate for the Deacon to end their service in this office, or,
- d) As the result of church discipline.

Section G. Elected Officers (APPROVED 03/28/2021)

In addition to the biblical offices of elders and deacons, our church recognizes the administrative positions under this constitution of Treasurer, Financial Secretary, Assistant Financial Secretary and Clerk. All nominees must be members of this church prior to election to an officer position and before assuming the responsibilities of such church offices. No member may hold more than one officer position at a time.

1. Treasurer

The treasurer, who shall not be an elder or paid church staff member, shall ensure that all funds and securities of the church are properly secured in such banks, financial institutions, or depositories as appropriate. The treasurer shall also be responsible for presenting regular reports of account balances, revenues and expenses of the church at each member's meeting. The responsibility of presenting such regular reports may be delegated with the approval of the elders. The treasurer shall also ensure the full and accurate accounts of receipts and disbursements are kept in records belonging to the church, and that adequate controls are implemented to assure that all funds belonging to the church are appropriately handled by any officer, employee or agent of the church. The treasurer shall provide to the elders annually, or at such frequency the elders may require, a report of all church transactions and of the financial condition of the church.

The treasurer shall be nominated by the elders and elected by the membership to serve a term of three years. Following two consecutive terms the member will not serve as treasurer for a period of one year. Following this period, the member is again eligible to serve in the position of treasurer.

2. Financial Secretary

The financial secretary, who shall not be an elder or paid church staff member, shall complete the processing of contributions regularly received by the church using the recording methods and practices established by the treasurer and as approved by the elders. This will include recording of gifts given by individuals, assuring timely deposits of receipts, reporting data and information to the treasurer, and as requested, to the elders, and creating and distributing year end giving statements to individual contributors.

The financial secretary shall be nominated by the elders and elected by the membership to serve a term of three years. Following two consecutive terms of service as the financial secretary and / or the assistant financial secretary the member will not serve as financial secretary or assistant financial secretary for a period of one year. Following this period, the member is again eligible to serve in the position of financial secretary or assistant financial secretary.

3. Assistant Financial Secretary

The assistant financial secretary, who shall not be an elder or paid church staff member, shall fulfill all of the duties of the financial secretary when the financial secretary is unavailable or incapable of fulfilling such duties.

The assistant financial secretary shall be nominated by the elders and elected by the membership to serve a term of three years. Following two consecutive terms as the assistant financial secretary or the financial secretary the member will not serve as assistant financial secretary or financial secretary for a period of one year. Following this period, the member is again eligible to serve in the position of assistant financial secretary or financial secretary.

4. Clerk

The clerk shall record the minutes of all member's meetings, establish and maintain an accurate roll of membership, and provide reports as requested by the Lead Pastor, the elders, the deacons or the church members.

In the absence or incapacity of the clerk the elders shall appoint a member to perform the duties of the clerk.

The clerk shall ensure that dated copies of the most recent revision of the church constitution shall be available for all church members.

The clerk shall be nominated by the elders and elected by the membership to serve a term of three years. There are no constraints on the number of successive terms the clerk may serve.

5. Resignation or termination

Elected church officers will cease to serve in the role elected to:

- e) When the individual's church membership ends,
- f) When the officer's term ends,
- g) After the individual officer, in consultation with the elders, determines or agrees it is appropriate for the officer to end their service in this office, or,
- h) As the result of church discipline.

Section H. Church Meetings (APPROVED 03/28/2021)

Worship services shall be held on the Lord's Day; additional services may be held throughout the week as deemed glorifying to God. The Lord's Supper shall be celebrated on a regular recurring basis.

Member's Meetings to tend to church matters shall be scheduled as needed and announced by the elders. The elders shall appoint an individual to lead the meeting. An annual meeting shall be held at the appropriate time to allow for approval of an annual church budget by the membership. Any member or group of members who desire to have a member's meeting to address a specific issue or issues shall make such request of and enter into dialogue regarding the request with the elders. The elders shall decide if such a meeting will be scheduled and announced.

Unless specifically stated differently in this document, a quorum will be 30% of members and business addressed will require a simple 50% majority vote. All votes will be in-person; no proxy votes or absentee votes will be permitted. Joining by electronic means will not allow for casting of votes. Voting will be by voice vote unless the elders or a member in attendance requests a vote by paper ballot.

Roberts Rules of Order shall be recognized as the general pattern for the conduct of member's meetings. Such formal order shall not be allowed to impinge on the leading of the Holy Spirit and may be varied from at the determination of the elders. The constitution and by-laws take precedence over all other rules used to govern meetings.

ARTICLE 8. Church Discipline (APPROVED 03/28/2021)

As a Body set apart by God and being prepared as the Bride of Christ we commit to walk together through life seeking to grow in our relationship with God, welcoming

Biblical encouragement and admonishment, presented in a loving manner from our brothers and sisters, and when appropriate, our elders.

1. Principles of Church Discipline

The goal of all church discipline is that the transgressing member be brought back into fellowship with the Lord Jesus Christ and to full restoration within the church. All discipline is to be undertaken in a spirit of gentleness and humility knowing that we all sin.

Any member consistently neglectful of his or her duties or guilty of conduct by which the name of our Lord Jesus Christ may be dishonored, and so opposing the welfare of the church, shall be subject to the admonition of the elders and the discipline of the church, according to the instructions of our Lord in Matthew 18: 15–17 and the example of scripture.

Church discipline, then, should ordinarily be contemplated after individual private admonition has failed. Church discipline can include admonition by the elders or congregation, suspension from communion for a definite period, deposition from office, and excommunication (see Matthew 18: 15–17; 2 Thessalonians 3: 14–15; 1 Timothy 5: 19–20; 1 Corinthians 5: 4–5).

2. Purpose of Church Discipline:

- a. For the repentance, reconciliation, and spiritual growth of the individual disciplined (see Proverbs 15: 5; 29: 15; I Corinthians 4: 14; Ephesians 6: 4; I Timothy 3: 4–5; Hebrews 12: 1–11; Psalm 119: 115; 141: 5; Proverbs 17: 10; 25: 12; 27: 5; Ecclesiastes 7: 5; Matthew 7: 26–27; 18: 15–17; Luke 17: 3; Acts 2: 40; I Corinthians 5: 5; Galatians 6: 1–5; II Thessalonians 3: 6, 14–15; I Timothy 1: 20; Titus 1:13–14; James 1: 22);
- b. For the instruction in righteousness and good of other Christians, as an example to them (see Proverbs 13: 20; Romans 15: 14; I Corinthians 5: 11; 15: 33; Colossians 3: 16; I Thessalonians 5: 14 [note this is written to the whole church, not just to leaders]; I Timothy 5: 20; Titus 1: 11; Hebrews 10: 24–25);
- c. For the purity of the church as a whole (see I Corinthians 5: 6–7; II Corinthians 13: 10; Ephesians 5: 27; II John 10; Jude 24; Revelation 21: 2);
- d. For the good of our corporate witness to non-Christians (see Proverbs 28: 7; Matthew 5: 13–16; John 13: 35; Acts 5: 1–14; Ephesians 5: 11; I Timothy 3: 7; II Peter 2: 2; I John 3: 10); and,
- e. Supremely for the glory of God by reflecting His holy character (see Deuteronomy 5: 11; I Kings 11: 2; II Chronicles 19: 2; Ezra 6: 21; Nehemiah 9: 2; Isaiah 52: 11; Ezekiel 36: 20; Matthew 5: 16; John 15: 8; 18: 17, 25; Romans 2: 24; 15: 5–6; II Corinthians 6: 14–7: 1; Ephesians 1:4; 5:27; I Peter 2: 12).

3. Disciplinary Procedures

Following biblical instruction, any member, having become aware of an offense committed by a brother or sister of such magnitude that it hinders growth and testimony, should, if appropriate, go privately (unless prudence requires a third part to be present) to the person to seek resolution of the matter (Matt. 5:23-24; 18:15-17). If the matter is unresolved the member should take one or two other believers to lovingly speak with the person in question. If the matter remains unresolved, the member should ask one or two elders to join in the restorative process.

Church discipline shall be administered by the elders in accord with the Bible and the church's Constitution. Church discipline can include admonition by the elders or membership, suspension from communion for a definite period, deposition from office, and excommunication. Members waive the right to withdraw from membership and church accountability once an elder or pastor becomes involved in the disciplinary process.

4. Formal public discipline

In those cases that require that the church be informed in accordance with Matthew 18:17a, the following procedure is to be followed.

- a. The individual under discipline is to be informed that the matter will be made known to the church.
- b. A members' meeting, comprised of members only, will be held, and the facts of the case made known. The facts of the case are to remain with church members only. The members will be exhorted to pray for, and speak with, the individual under discipline as a final attempt to bring him/her to a renewed faith and repentance.
- c. A period of time will be allowed for the individual to "hear the church" (Matt. 18:17a), that is, to respond with a renewed faith and repentance.

5. Excommunication

If, after the allowed period of time, the individual has, "refused to hear the church", his/her membership will be ended by excommunication. A member's meeting, comprised of members only, will be held, and members informed that the church's stance is that the individual is to be related to and cared for as a non-believer (Matt. 18:17b). At this meeting instruction is to be given regarding the admonitions of 1 Cor. 5:9-13.

When an individual has been excommunicated this does not mean he/she can no longer attend services. But, considered as an unbeliever, he/she will not be allowed to participate in the Lord's table, hold office in the church, or function in positions of service in the church.

If the individual uses the privilege of attending as a means of being divisive, then the individual will be barred from attendance.

6. Restoration

If after excommunication, the individual's faith and repentance are renewed and demonstrated and they seek reconciliation with the Lord and His church, they are to be forgiven and lovingly reinstated in accordance with 2 Cor. 2:1-11.